

M e m o r a n d u m

Date: April 9, 2010

To: Los Banos Area

Attention: Lieutenant W. B. Nation

From: **DEPARTMENT OF CALIFORNIA HIGHWAY PATROL**
Office of the Assistant Commissioner, Inspector General

File No.: 005.9968.13159.010

Subject: 2010 COMMAND PROPERTY INSPECTION REPORT

State Administrative Manual (SAM) Section 8652 requires Departments to conduct a physical count of all state owned property and reconcile the count with accounting records at least once every three years. Departmental records indicate the last command inventory by the Los Banos Area was conducted on December 19, 2009. In order to provide independent verification and reasonable assurance to the Office of the Commissioner that California Highway Patrol inventory records are complete and accurate, your command was selected for a property inspection.

In accordance with procedures outlined in Highway Patrol Manual (HPM) 11.2, Materials Management Manual, and HPM 22.1, Command Inspections Program Manual, an inspection of your command's property, including vehicles and weapons, was completed by the Property Inspector (PI) on March 10, 2010. Using property records from the appropriate Offices of Primary Interest (OPI), the PI selected a random statistically-valid sample of property that was stratified across four property areas: general inventory control, telecommunications, fleet, and weapons (see Attachments B, C, D, and E). Additionally, the PI chose items within your command and compared them to the appropriate inventory records.

According to the OPI inventory lists, the command had a total property inventory population of 423 items (a). The statistically-valid sample at a 95 percent confidence level \pm 5 percent error rate provided a total stratified sample size of 57 items when rounded up to the next whole number (d).

Safety, Service, and Security

	Population Size	Percentage of Total	Calculated Sample Size	Predetermined List Sample Size
	(a)	(b)	(c)	(d)
ICU Decals	171	40.43%	21.83	22
Telecommunications	165	39.01%	21.06	22
Fleet	16	3.78%	2.04	3
Weapons	71	16.78%	9.06	10
Total	423			57

When comparing equipment recorded on the predetermined property inspection list to equipment located at the command, all 57 items were located. When comparing equipment assigned to the command to the OPI inventory lists, 8 of the 8 items reconciled.

Due to your diligent efforts related to the maintenance and accountability of state property assigned to your command, no further follow-up is necessary on your behalf.

In accordance with the Governor's Executive Order S-20-09 to increase government transparency, this report will be posted on the CHP's internet website, and on the Office of the Governor's webpage, located on the State's Government website.

The Office of Inspections would like to thank your command for their assistance during this property inspection. If you have any questions or need additional information, please contact me or Roger Ikemoto, Senior Management Auditor at (916) 843-3160.


M. C. A. SANTIAGO, CIG, CLEA
Assistant Commissioner

Attachments

cc: Office of the Assistant Commissioner, Field
Central Division
Office of Inspections, Audits Unit

ATTACHMENT

A

ATTACHMENT A

EQUIPMENT DESCRIPTION	CHP NUMBER	LISTED ON PROPERTY RECORD BUT NOT FOUND	FOUND BUT NOT LISTED ON PROPERTY RECORD	MISSING DECAL OR CORRECTION NEEDED TO PROPERTY RECORD	TRANSFER	NOT AVAILABLE FOR INSPECTION	COMMENTS
N/A							

ATTACHMENT

B

**CALIFORNIA HIGHWAY PATROL
2010 ICU PROPERTY RECORD INSPECTION REPORT
LOS BANOS - 461**

ATTACHMENT B

ASSET #	DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT								
1	105162	RADIATION DETECTOR MOD 501A-5R P062D700	46133	X				
2	106910	CAMERA STILL INSTANT MICROTECH P461D702	445914	X				
3	108469	TIMER REACTION ELECTRONIC HAND-HELD		X				
4	111459	PRINTER	MY9201B37D	X				
5	116751	RADAR, VEHICLE	044162	X				
6	134245	UNINTERRUPTABLE POWER SOURCE	AS0329310616	X				
7	134405	FILE SERVER	D351LJC1H926	X				
8	138764	CANOPY		X				
9	145792	LAPTOP	0036924506	X				
10	145793	LAPTOP	0036924438	X				
11	145798	LAPTOP	0036924478	X				
12	145799	LAPTOP	0036924445	X				
13	148158	LAPTOP	0037264509	X				
14	148376	LAPTOP	0037263794	X				
15	148629	COMPUTER	2UA70905HC	X				
16	163471	DIGITAL VOICE RECORDER		X				
17	75960	CAMERA W/50MM FL8 LENS	1302621	X				
18	77489	PAT SCALE	85509C	X				
19	97329	CAMERA HIMATIC S (DWR-SAN LUIS DAM)		X				
20	AF01129	CAMERA	LZC95050516R	X				
21	XRR0190	ALCOHOL SCREENING DEVICE/CASE P037047	18035	X				
22	XRR0589	ALCOHOL SCREENING DEVICE/CASE P037047	18434	X				

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT B

ASSET #			DESCRIPTION	SERIAL #	Y	N	A	T	C	OTHER
EQUIPMENT TO INVENTORY LIST										
1	145164	PRINTER		CNGXB41964	X					
2	148634	COMPUTER		2UA70905FK	X					
3	148644	COMPUTER		2UA70905GF	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT

C

**CALIFORNIA HIGHWAY PATROL
2010 TELECOMM PROPERTY INSPECTION REPORT
LOS BANOS - 461**

ATTACHMENT C

ASSET #	DESCRIPTION	VEHICLE/MISC.	VEHICLE/MISC.	SERIAL #	Y	N	A	T	C	OTHER
PROPERTY INSPECTION LIST TO EQUIPMENT										
1	F2512	Transfer Switch		38788	X					
2	R336699	Mobile Repeater	1290470	7600018	X					
3	R40649	Mobile Radio	1270782		X					
4	R42444	Mobile Radio		9541248	X					
5	R42589	Mobile Radio	1270902	9540997	X					
6	R43695	Mobile Radio	1270606	9542518	X					
7	R47329	Mobile Repeater	1204509		X					
8	R49904	Base Station - rack type		779049033	X					
9	R54807	Fixed Receiver - rack type		1406905	X					
10	R56038	Scanner	1290469	55002163	X					
11	R58654	Control Head - Mobile	1270791		X					
12	R64020	Hand-Held Radio	17493	402AWY0896	X					
13	R65749	Hand-Held Radio	12265	402AWY9527	X					
14	R66659	Hand-Held Radio	18586	402AWYB112	X					
15	R66852	Hand-Held Radio	14205	402AXA3847	X					
16	R67384	Hand-Held Radio	14933	402AXA4677	X					
17	R67423	Hand-Held Radio		402AXA4500	X					
18	R70986	Battery Charger - Radio			X					
19	R70989	Battery Charger - Radio			X					
20	R80765	Scanner	1289501	96001171	X					
21	R89808	Control Head - Mobile	1154353		X					
22	R94099	Scanner	1247994	320Z44002885	X					

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT C

[illegible]

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT

D

ATTACHMENT D

[illegible]

LEGEND

(Y) = INSPECTED (N) = NOT INSPECTED (A) = ADDITION (T) = TRANSFER (C) = CORRECTION

ATTACHMENT

E

Department of California Highway Patrol
Complete Area Inventory
461 - Los Banos

February 12, 2010

Officer Issued Weapons

(201) Issued to officer

ID# Last Name

First Name

Ser#

Control#Comments[illegible]

February 12, 2010

Officer Issued Weapons Total:

(203) *Loaner*

Comments

Loaner:

Comments

Department of California Highway Patrol
Complete Area Inventory
461 - Los Banos

February 12, 2010

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Issued to Area/Division: [REDACTED]

(208) Dummy Field Issue

Ser#

Control#

Comments

[REDACTED]

Dummy Field Issue: [REDACTED]

[REDACTED]

Ser#

Control#

Comments

[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]

[REDACTED]

(202) Issued to Area/Division

Ser#

Control#

Comments

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Issued to Area/Division: [REDACTED]
[REDACTED]

[REDACTED]

(202) Issued to Area/Division

Ser#

Control#

Comments

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Department of California Highway Patrol
Complete Area Inventory
461 - Los Banos

February 12, 2010

[REDACTED]
[REDACTED]
Issued to Area/Division: [REDACTED]
[REDACTED]

[REDACTED]
(202) Issued to Area/Division
Ser# Control#

Comments

[REDACTED]
[REDACTED]
Issued to Area/Division: [REDACTED]
[REDACTED]

Area Issued Weapons Total: [REDACTED]

Area Grand Total: [REDACTED]